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CUMBERLAND
★ COUNTY ★
NORTH CAROLINA

BOARD OF COMMISSIONERS

MEMORANDUM

TO: Facilities Committee Members (Commissioners King, Melvin, and Evans)
FROM: Kellie Beam, Deputy Clerk to the Board *KB*
DATE: July 29, 2013
SUBJECT: Facilities Committee Meeting – August 1, 2013

There will be a regular meeting of the Facilities Committee on Thursday, August 1, 2013 at 8:30 AM in Room 564 of the Cumberland County Courthouse.

AGENDA

1. Approval of Minutes – April 4, 2013 Meeting **(Pg. 2)**
 2. Report on JCI Guaranteed Energy Savings Project **(Pg. 5)**
 3. Consideration of Park Land Purchase for Linden Park **(Pg. 6)**
 4. Update Regarding Courthouse Improvements and Proposed Renovations to Bradford Place and Historic Courthouse **(Pg. 7)**
 5. Other Matters of Business **(NO MATERIALS)**
- cc: Board of Commissioners
Administration
Legal
Communications Manager
County Department Head(s)
Sunshine List

CUMBERLAND COUNTY FACILITIES COMMITTEE
NEW COURTHOUSE, 117 DICK STREET, 5TH FLOOR, ROOM 564
APRIL 4, 2013 - 8:30 A.M.
MINUTES

MEMBERS PRESENT: Commissioner Billy King, Chair
Commissioner Ed Melvin
Commissioner Charles Evans

OTHER COMMISSIONERS
PRESENT: Commissioner Jimmy Keefe
Commissioner Kenneth Edge

OTHERS PRESENT: James Martin, County Manager
Amy Cannon, Deputy County Manager
James Lawson, Assistant County Manager
Sally Shutt, Chief Public Information Officer
Rick Moorefield, County Attorney
Bruce Daws, Fayetteville-Cumberland Parks and
Recreation, Historic Properties Manager
Doug Ellwell, Chair of the NC Monument Committee
Linda Priest, Clerk of Court
Cindy Blackwell, Clerk of Court's Office
Sharon Sanders, Veterans Services
Wayne Dudley, Engineering & Infrastructure
Kellie Beam, Deputy Clerk to the Board
Press

Commissioner Billy King called the meeting to order.

1. APPROVAL OF MINUTES – JANUARY 3, 2013 MEETING

MOTION: Commissioner Edge moved to approve the minutes.
SECOND: Commissioner Evans
VOTE: UNANIMOUS (3-0)

2. CONSIDERATION OF AUTHORIZATION OF VETERANS SERVICES TO
USE THE FORMER BOARD OF ELECTIONS BUILDING

James Lawson, Assistant County Manager, stated at the January 3, 2013 Facilities Committee meeting, county management was directed by the Facilities Committee to determine the best use of the former Board of Elections building and bring a recommendation back to the Facilities Committee. Mr. Lawson stated staff has evaluated the former Board of Elections building for both the Human Resources Department and

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Veterans Services. Mr. Lawson also stated the former Board of Elections building could adequately accommodate either department but staff has determined that Veterans Services would be the most appropriate department to relocate to the former Board of Elections building for the following reasons:

- The former Board of Elections building will provide better access for veterans to enter the building along with parking adjacent to the building.
- The former Board of Elections building will provide additional space that is currently needed along with added space for future growth.
- The projected cost of renovations needed for Veterans Services is much less than what would be needed to up-fit the space for the needs of the Human Resources Department.
- The relocation of Veterans Services to the former Board of Elections building is viewed as a more permanent move as compared to the Human Resources Department whose move is viewed as temporary.

Mr. Lawson stated the Engineering and Infrastructure Director along with county management recommend that the Facilities Committee approve the relocation of Veterans Services to the former Board of Elections building.

MOTION: Commissioner Melvin moved to recommend to the full board approval of the relocation of Veterans Services to the former Board of Elections building.

SECOND: Commissioner King

VOTE: UNANIMOUS (3-0)

3. CONSIDERATION OF APPROVAL OF PLACEMENT OF SMALL MARKER AT THE HISTORIC COURTHOUSE

Bruce Daws, Fayetteville-Cumberland Parks and Recreation Historic Properties Manager, stated he is requesting the placement of a small stone marker with a bronze plaque commemorating Captain Alexander McRae to the right of the front steps of the Historic Courthouse. Mr. Daws stated Captain Alexander McRae grew up on this site, which was the McRae home place, and Captain McRae was killed in action during the Civil War fighting for the Union Army. Mr. Daws stated Captain McRae was highly respected by his family and he was afforded the honor of burial at West Point after the war. Mr. Daws stated this small marker will help tell the story of the American Civil War during which brother was often pitted against brother. Mr. Daws also stated the McRae family is still represented in Fayetteville. Mr. Daws stated the placement of this marker is being conducted in partnership with the Sons of Union Veterans and will tie to the 150th Anniversary of the American Civil War.

Mr. Daws stated if the board approves the request the historic marker will be placed at the Historic Courthouse in May 2013.

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Mr. Martin stated the Engineering and Infrastructure Director and county management recommend that the Facilities Committee approve the placement of this historic marker on the grounds of the Historic Courthouse.

MOTION: Commissioner Evans moved to recommend to the full board approval of the placement of this historic marker on the grounds of the Historic Courthouse.

SECOND: Commissioner Melvin

VOTE: UNANIMOUS (3-0)

4. CONSIDERATION OF REQUEST FOR ADDITIONAL COURT SPACE BY CLERK OF COURT

Linda Priest, Clerk of Court, stated currently room 102 in the Courthouse is the only dedicated space for matters to be heard by the Clerk of Court by statute and due to the increased volume of foreclosures, incompetency, guardianship and estate matters, room 102 is no longer sufficient for the time sensitive matters to be scheduled and heard as prescribed by law.

Ms. Priest stated the Clerk of Court's office is requesting use of the county commissioner's meeting room 118 on Mondays, Tuesdays and Fridays when the room is not already in use. Ms. Priest stated she understands that the space needs of the board of commissioners takes priority, but having access to the additional hearing space on these three days will greatly improve her ability to hear matters within the time prescribed by law and in an accessible and safe location.

MOTION: Commissioner Evans moved to recommend to the full board approval of the request for additional court space by the Clerk of Court.

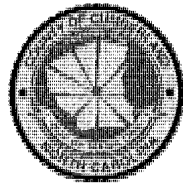
SECOND: Commissioner Melvin

VOTE: UNANIMOUS (3-0)

5. OTHER MATTERS OF BUSINESS

There were no other matters of business.

MEETING ADJOURNED AT 8:50 AM.



**CUMBERLAND
COUNTY**
NORTH CAROLINA

ENGINEERING & INFRASTRUCTURE DEPARTMENT

JEFFERY P. BROWN, PE
Engineering & Infrastructure Director

**MEMO FOR THE AGENDA OF THE
AUGUST 1, 2013 MEETING OF THE FACILITIES COMMITTEE**

TO: FACILITIES COMMITTEE
FROM: JEFFERY P. BROWN, PE, E & I DIRECTOR
THROUGH: JAMES E. MARTIN, COUNTY MANAGER
DATE: APRIL 25, 2013
SUBJECT: JCI GUARANTEED ENERGY SAVINGS PROJECT ANNUAL REPORT

Requested by: JEFFERY P. BROWN, PE, E & I DIRECTOR
Presenter(s): CHUCK JAMES, JOHNSON CONTROLS

Estimate of Committee Time Needed: 10 MINUTES

BACKGROUND:

In November 2004, the Board of Commissioners partnered with Johnson Controls, Inc. (JCI), to install energy conservation measures in select county facilities through a guaranteed energy savings contract. The conservation measures included energy efficient lighting retrofits, water conservation measures, energy efficient motor replacements, new chiller/cooling towers, boilers, and heat exchangers, and new HVAC controls. The work was completed in January 2006. The cost of the work will be paid back over 12 years through the energy savings guaranteed by JCI. As a part of the continued services provided by JCI, they monitor the energy usage and savings for the duration of the guarantee period (12 years).

Chuck James, Solutions Engineer, with JCI will present the results of the report. A copy of the report for calendar year 2012 will be provided to the Committee at the time of the presentation.

RECOMMENDATION/PROPOSED ACTION:

No action required. This is for informational purposes only.

Fayetteville  Cumberland
PARKS & RECREATION

ITEM NO. 3

July 22, 2013

TO: Facilities Committee, Cumberland County Board of Commissioners

THRU: Amy Cannon, Deputy County Manager

FROM: Michael Gibson, Director 
Fayetteville-Cumberland Parks and Recreation Department

REF: North Cumberland Park

As recommended by the Fayetteville-Cumberland Parks and Recreation Department Master Plan staff has been searching for suitable property in north Cumberland County for the development of a community park to be constructed in or near the Town of Linden. Property has recently become available and Fayetteville-Cumberland Parks and Recreation Department would like to request approval from the Cumberland County Board of Commissioners to move forward with the purchase.

The 30-35 acre tract is located on Colliers Chapel Road and approximately 5-6 acres are inside the Linden town limits. An appraisal has been completed and an environmental assessment scheduled. Development of Phase 1 would take roughly 6-8 months and the majority of the work will be completed by Parks and Recreation Department staff. The park will be developed in phases as funds become available, very similar to Godwin Park. The first phase of about six (6) acres will consist of

- picnic shelter with tables and a grill
- a paved walking trail
- children's playground unit
- volleyball court
- open play area
- lighting, benches, water fountains
- landscaping

Funding for the land purchase and park construction is requested from Cumberland County's special recreation tax.

Thank you for your consideration of this request and I look forward to working on this project.

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ENGINEERING & INFRASTRUCTURE DEPARTMENT

JEFFERY P. BROWN, PE
Engineering & Infrastructure Director

**MEMO FOR THE AGENDA OF THE
AUGUST 1, 2013 MEETING OF THE FACILITIES COMMITTEE**

TO: FACILITIES COMMITTEE
FROM: JEFFERY P. BROWN, PE, E & I DIRECTOR
THROUGH: JAMES E. MARTIN, COUNTY MANAGER
DATE: JULY 23, 2013
SUBJECT: OVERVIEW OF COURTHOUSE IMPROVEMENTS AND
PROPOSED RENOVATIONS TO BRADFORD PLACE &
HISTORIC COURTHOUSE

Requested by: JAMES E. MARTIN, COUNTY MANAGER
Presenter(s): JAMES E. LAWSON, ASSISTANT COUNTY MANAGER
JEFFERY P. BROWN, E & I DIRECTOR

Estimate of Committee Time Needed: 20 MINUTES

BACKGROUND:

Over the last nine months, several renovation projects have been completed within the Cumberland County Courthouse and there are additional projects that have been requested. There are renovations that have also been identified to take place at Bradford Place along with the Historic Courthouse. The purpose of this item is to give a general overview of each of these projects.

Completed Projects at Courthouse

- Room 204 – Created a workspace for DSS social workers so they could work as they waited for their court cases to be heard.
- District Court Renovations – Converted a break room to an office and created a waiting area for juveniles and attorneys awaiting their time in court.
- District Attorney – Created an office for confidentiality and security of documents.
- Superior Court Renovations – Created an office and waiting area for security purposes.
- 5th Floor HVAC Improvements – Additional cooling was needed within the IS work area due to the load generated from all the computer equipment.

Current Projects at Courthouse

- Carpet Replacement – Numerous areas were identified for carpet replacement throughout the entire courthouse a few years back. This is an on-going project that is coming to an end.

- Customer Service Tax Administration – This project will maximize the available space with removal of some interior walls and the installation of workstations.

Future Projects at the Courthouse

- Court Library/Safe-Link – There are some safety concerns for employees within the Safe-Link area that necessitates change to the office layout. This project will take some space from the existing Court Library and create a safer working environment for the employees. A proposed plan for renovation has been developed in coordination with Clerk of Court Linda Priest, Judge Beth Keever, and Attorney Steve Stokes, Local Bar Association President, to ensure the needs of Safe-Link are met without diminishing the services of the Court Library.
- Register of Deeds – Creating a conference room by consolidating some space within the vault.

Renovations at Bradford

The mental health functions that are currently taking place at Bradford Place (109 Bradford Avenue) by Cape Fear Valley will be relocating to Roxie Avenue later in the year. This will only leave Cumberland County Child Support as the only occupant of the building. Child Support is currently located on the 4th floor and part of the 3rd floor and the Department is in desperate need of additional space. The proposed plan is for Child Support to occupy the entire 3rd floor and the 5th floor in addition to their current space. Please keep in mind that the 5th floor is a partial floor and this area will be utilized for the call center and administrative offices.

This leaves available space on the 1st and 2nd floors. As a result of the mental health merger, management has asked Communicare to take on additional responsibilities related to court-ordered parenting assessments and psychological evaluations. For many years this function was maintained in Mental Health Clinic with one psychologist position specifically budgeted for that purpose. Other clinicians in the clinic assisted with the work load when the demand exceeded the capacity of the psychologist. Based upon the sensitive nature of the court ordered responsibility and the link to the judicial system, this responsibility was deemed not suitable to be transferred to Cape Fear Valley, and the hospital did not believe this would be applicable to the other functions being transferred.

The court-ordered care psychologist received administrative support from the Mental Health Clinic. Communicare has the administrative structure in place to provide that type of support and they have 7 clinicians which can provide assistance with the parenting assessments. The JCPC Council has previously tasked Communicare with responsibility for tracking these court ordered care psychologicals since many of these youth and families are clients of Communicare. Communicare will provide administrative support, coordination, oversight and tracking of these court ordered functions. The County was court ordered by the Court in 1994 to provide psychological and clinical assessment services to certain juveniles and/or their families. Therefore, we plan to maintain management oversight of court-ordered care and facilitate coordination between our psychologist and the Courts by co-locating the

psychologist with Communicare. You may recall, Communicare was relocated to 226 Bradford Avenue from the Winding Creek Annex building due to the extensive time required to replace the HVAC and mechanical systems approximately 18 months ago. Communicare does not have the space to add the court-ordered function in their current facility.

The proposed plan is to relocate Communicare to a portion of the 1st and 2nd floor of the 109 Bradford Avenue facility. The common area on the 1st floor to include the auditorium, classroom, kitchen/break room, and reception area will be shared between Communicare and Child Support.

The renovations that have been identified are; carpet and paint on the entire 2nd, 3rd, and 5th floors, carpet in the offices and the auditorium on the first floor, paint on the entire 1st floor, rekeying of the locks for the entire building, security door on the third floor, a minor wall build to divide a room, and some ceiling tile replacements.

Renovations at Historic Courthouse

With the addition of an Administrative Coordinator I position to the Engineering and Infrastructure (E&I) Department, the current office configuration needs to be reconfigured. The current staff located within this building is disjointed and the goal is to trade some occupied space with the Community Transportation Program, which in turn would allow the E&I staff to be relocated within one suite instead of three separate locations. This would improve customer service and provide greater efficiency to the Department.

The renovations would consist of some minor wall reconfigurations, lowering the ceiling, carpet, phones and paint.

RECOMMENDATION/PROPOSED ACTION:

The Engineering and Infrastructure Director and County Management recommend the Facilities Committee approve the proposed renovations at each of the County Facilities listed above.